



The Village of Biscayne Park

600 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: June 29, 2018

TO: Mayor and Commissioners

FROM: Krishan Manners, Village Manager

RE: Village Update

Mayor and Commissioners:

Just a reminder that all Village Offices will be closed next week on Wednesday, July 4th in observance of Independence Day.

- **FINANCE:**

All payroll and payables are current. Working on reconciliations for 2017, which should be complete by 7/31. Auditors have already presented the Village with a list of items they will need to produce the 2017 Audit.

- **CODE:**

Officers have been entering new code cases, re-inspecting open cases for compliance, closing complied cases, filing and reviewing all open Administrative Citations, sending letters to residents for unpaid citations. Reviewing old board cases to ascertain if fines have been paid, if they've come into compliance, and ensuring they are filed in their designated locations. Sending out notices of violation for cases not in compliance. Assisting residents in person and on the phone with respect to the notices they receive or questions they have. Performing lien searches. Also, we have been working together to get the department up to speed as this will be ongoing.

Additional Tasks: Programming for Code Compliance Citations and Daily Logs. Went out in the field to work closely with Elizabeth and entered violations on the spot and issued appropriate notices. Also, completed review of the new courtesy noticed door hanger and awaiting the second vendors proof. Have been dealing with an exhaustive issue re: 810 NE 117 Street, numerous violations and owner coming in daily consuming much of our time each day. Driveway Ordinance Additions. Worked on Agenda and cases going to the board.

Enforcements by Category for this week:

Admin Citations Issued: 7

Closed Cases: 13

Notices to Appear: 0

Orders of Enforcement: 0



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Report Totals for this week:

Admin citation: 7
Construction materials: 1
Driveway / apron /swale: 1
Fences: 1
Inoperable / abandoned vehicle: 1
Overgrown grass / weeds: 6
Permit expired: 1
Permit required: 2
RV/trailers: 1
Watercraft storage: 1

Total New Cases Opened: 22

- **POLICE:**
Police Department's Statistics for the Period
Total Cases: 31

Total Cases by Category

Alarms: 8
Assists to Police Agencies: 7
Sick/Injured Person: 1
Suspicious Person/Vehicle: 2
Information/Non-Criminal Investigation: 10
Repossession: 1
Residential Burglary: 0
Vehicle Burglary: 0
Traffic Crash: 0
Grand Theft: 1
Stolen Vehicle: 1

Significant Activity:

Stolen vehicle- A report was made on June 26, 2018 in order to assist in the retrieval of the vehicle for a Resident that has a medical condition and did not remember where his vehicle was left.

Grand Theft of a Cell Phone- A report was made on June 23, 2018 regarding a domestic dispute between boyfriend and girlfriend. The girlfriend alleges that her boyfriend asked her for her cell phone, then later refused to return it.



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- **PARKS & RECREATION:**

Parks & Rec. Manager met with potential vendors for new programming, including martial arts. Serviced all building flood lights. Playground and field maintenance. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works staff completed their routine daily and weekly tasks. Complete cleaning of NE 6th Avenue, median, including trimming Green Island Ficus, cutting seed pods from Alexander Palm trees, mowing, edging and pulling out weeds. Removed trees marked by the Parks & Parkways Board from the north side of the log cabin. Mowed, and edged the Rec Center, Village hall, church lot.

Public Works Supervisor contacted FPL for their assistance on turning off power to a few properties, as they have tree limbs in the power line. Public Works is planning on trimming a few of them in the next couple of weeks. Met with Express Drainage in regards to the drain on 9th Ave between 115th & 116th Street to have it cleaned out as well as brainstorming as to a good long term solution for the drainage issues.

Spoke with a few residents who had piles out on the wrong day. They are either going to be removing them or have accepted the fee. Reached out to contacts in the county in regards to the stop bars, still waiting to hear back from them. Reached out to the state regarding an accident that had occurred on NE 6th Ave. They will be replacing the broken signage and repairing the broken curb.

- **ADMINISTRATION:**

Manager worked with CITT auditor to provide additional information for the audit. Worked on several legal matters this week. Continuing to work with H2O and FEMA regarding our FEMA reimbursement. One of our five claims has been approved and one other is currently at the State. The three remaining claims are being finalized at the CRC Review level. Attended Special Commission meeting and Public Safety Advisory Board.

Wishing everyone a great weekend and a safe and happy 4th of July!